

DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT INTRADEPARTMENTAL CORRESPONDENCE

MEMORANDUM

MINERAL LEASE STATE AGENCY LEASE NO.* STATE AGENCY TRACT NO.* * PARISH

TO: PATTY O. PARSONS

DOTD FINANCIAL SERVICES ADMINISTRATOR

ATTN:

FROM: *

PROPERTY MANAGEMENT AGENT

DATE: February 26, 2003

SUBJECT: *

*

Attached please find Check No. *, dated *, in the amount of \$*, drawn on *, and made payable to the Department as royalty payment on the above captioned lease.

Please initial the attached copy and return to this office as receipt for our files.

/

Attachment

cc: Deborah H. McKneely

RECOMMENDED FOR APPROVAL	DATE
RECOMMENDED FOR APPROVAL	DATE
RECOMMENDED FOR APPROVAL	DATE
APPROVED	DATE